

# **TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT**

**TO:** Mayor and Councilmembers

**FROM/PHONE:** Mark A. Kutney, AICP, Development Services Director  
797-1101

**SUBJECT:** Resolution

**AFFECTED DISTRICTS:** District 1, District 2, District 3, and District 4

## **TITLE OF AGENDA ITEM:**

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH THE FLORIDA STEWARDSHIP FOUNDATION FOR CONSERVATION EASEMENT PROGRAMS.

## **REPORT IN BRIEF:**

This resolution is to authorize the Town Administrator to enter into a contract with the Florida Stewardship Foundation to develop a program to assist Davie homeowners in protecting private property through conservation easement programs at the State, Federal and non-profit level. The Florida Stewardship Foundation will assist Town residents and train staff to match programs to landowners interested in setting their property or portions of their property in an easement or similar program aimed at preserving open space.

**PREVIOUS ACTIONS:** The Town Council approved Resolution 2002-69 on March 19, 2002 to allow the Town Administrator to enter into contract negotiations with the Florida Stewardship Foundation.

**CONCURRENCES:** None.

## **FISCAL IMPACT:**

Has request been budgeted?	yes
If yes, expected cost-	\$8,500
Account Name:	Development Services-Contractual Services Account

Additional Comments:

**RECOMMENDATION(S):** Motion to approve the resolution.

**Attachment(s):** Resolution, Contract

RESOLUTION NO:

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA,  
AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT  
WITH THE FLORIDA STEWARDSHIP FOUNDATION FOR  
CONSERVATION EASEMENT PROGRAMS.

**WHEREAS**, the Town Council previously approved the solution of the Florida Stewardship Foundation to provide conservation easement programs assistance to Town residents by Resolution 2002-69; and

**WHEREAS**, staff members negotiated a contract for the Florida Stewardship Foundation which establishes an hourly rate to be charged and a scope of services; and

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA, AS FOLLOWS:**

**SECTION 1.** The Town Council authorizes the Town Administrator or his designee to execute a contract with the Florida Stewardship Foundation, which is attached hereto and identified as Attachment "A".

**SECTION 2.** The Town Council of the Town of Davie does hereby authorize the appropriate staff member to administer said contract.

**SECTION 3.** This resolution shall take effect immediately upon its passage and adoption.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2002**

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

ATTEST:

\_\_\_\_\_  
TOWN CLERK

Approved this \_\_\_\_ day of \_\_\_\_\_, 2002.

**ATTACHMENT A**

**AGREEMENT BETWEEN THE TOWN OF DAVIE AND FLORIDA STEWARDSHIP  
FOUNDATION, PROVIDING TECHNICAL ASSISTANCE FOR PROPERTY OWNERS  
INTERESTED IN CONSERVATION EASEMENT PROGRAMS**

THIS AGREEMENT, made and entered into the      day of April, 2002, by and between:

TOWN OF DAVIE, FLORIDA  
a municipal corporation  
6591 Orange Drive  
Davie, Florida 33314  
(herein after referred to as "TOWN")

AND

Florida Stewardship Foundation  
One Park Place, Suite 240  
621 NW 53rd Street  
Boca Raton, FL 33487  
(hereafter referred to as "CORPORATION")

WHEREAS, the Town selected the Florida Stewardship Foundation to provide the town services aimed at assisting private property owners in conservation easement programs; and

WHEREAS, the Town Council approved staff's recommendation by Resolution R-2002-69 and authorized the Town Administrator or his designee to negotiate contracts for such services.

NOW, THEREFORE, in consideration of the benefits provided by CORPORATION to the citizens of Davie and the covenants and conditions herein expressed and the faithful performance of all such covenants and conditions, the parties agree as follows:

Section 1.

1.01 The above recitals are true and correct and are incorporated herein.

## Section 2. TERM

2.01 This Agreement shall be effective upon the approval of the Town Council and shall terminate two (2) years from that date. However, either party may terminate this Agreement by providing a thirty (30) calendar days written notice. The TOWN shall have the option to renew this Agreement for two (2) additional one (1) year terms upon the same terms, conditions and limitations imposed hereby.

## Section 3. SCOPE OF SERVICES

3.01 CORPORATION will conduct services as outlined in the Resolution 2002-69, proposal. CORPORATION will be required to provide experienced professionals.

3.02 CORPORATION acknowledges that all work to be performed by CORPORATION must be authorized by the TOWN, with such authorization containing additional information, terms and conditions related to the specific project.

3.03 CORPORATION will enter into a Memorandum of Understanding with TOWN for the "Authorization of Work" for each required scope of service to be completed by CORPORATION.

## Section 4. CONSIDERATION

4.01 Should TOWN request services from CORPORATION, such services shall be provided in accordance with the price schedule, which is inclusive of all fees and expenses, including travel and other direct expenses. Said price schedule is attached hereto and incorporated herein as Exhibit "A". CORPORATION may submit a revised exhibit "A" for consideration by TOWN during the term of the Agreement; however, CORPORATION may only submit a revision once during any twelve month period.

## Section 5. DUTIES AND RESPONSIBILITIES OF TOWN

5.01 Timely review and comment on all work product submitted by CORPORATION and schedule all required meetings on a timely basis.

5.02 Other assistance as may be required by CORPORATION to complete required work authorized by TOWN.

## Section 6. INSURANCE

6.01 Prior to commencing work, the CORPORATION shall provide TOWN with certified copies of all insurance policies providing coverage as required.

6.02 The CORPORATION shall secure and maintain, at its own expense, and keep in effect during the full period of the agreement a policy or policies of insurance, which must include the following coverages and minimum limits of liability:

(a) **Worker's Compensation and Employer's Liability Insurance** for all employees of the CORPORATION engaged in work under the Agreement in accordance with the laws of the State of Florida. The CORPORATION shall agree to be responsible for the employment, control and conduct of its employees and for any injury sustained by such employees in the course of their

employment.

(c) **Comprehensive General Liability Insurance** with the following minimum limits of liability:

\$1,000,000.00 Combined Single Limit, Bodily Injury and Property Damage Liability per occurrence. Coverage shall specifically include the following minimum limits not less than those required for Bodily Injury Liability and Property Damage:

(d) **Comprehensive Automobile Liability Insurance** for all owned, non-owned and hired automobiles and other vehicles used by the CORPORATION in the performance of the work with the following minimum limits of liability:

\$100,00 personal liability, \$30,000 bodily injury and \$50,000 property damage.

6.03 All liability insurance policies except for Professional Liability shall specifically provide that The Town of Davie is an additional named insured or additional insured with respect to the required coverages and the operations of the CORPORATION under the agreement. Insurance Companies selected must be acceptable to TOWN. All of the policies of insurance so required to be purchased and maintained shall contain a provision or endorsement that the coverage afforded shall not be canceled, materially changed or renewal refused until at least thirty (30) calendar days written notice has been given to TOWN by certified mail.

6.04 The required insurance coverage shall be issued by an insurance company duly authorized and licensed to do business in the State of Florida with the following minimum qualifications in accordance with the latest edition of A.M. Best's Insurance Guide:

Financial Stability B+ to A+

6.05 The CORPORATION is required to submit a list of claims presently outstanding against their professional liability coverage. This information must be provided by and signed by the agent of the insurance carrier. If no outstanding claims exist, a statement of this fact must be provided by and signed by the agent of the insurance carrier.

## **Section 7. INDEMNIFICATION**

### **7.01 GENERAL INDEMNIFICATION:**

A. CORPORATION agrees to indemnify and hold harmless the Town for all costs, losses and expenses except as limited below in paragraph B, including but not limited to, damages to persons or property, including but not limited to judgments and attorney fees arising out of the negligent acts, errors, or omissions or the willful misconduct of the CORPORATION, its agents, servants or employees in the performance of services under this Agreement. If called upon by the TOWN, the CORPORATION shall assume and defend not only itself, but also the TOWN, in connection with any suit or cause of action, and such defense shall be at no cost or expense whatsoever to the TOWN. The covenants and representations relating to this indemnification provision shall survive the term of this Agreement and continue in full force and effect as to CORPORATION'S responsibility to indemnify the TOWN.

B. It is specifically understood and agreed that the consideration inuring to the CORPORATION for the execution of the Agreement are the promises, payments, covenants, rights and responsibilities contained herein and award of this Agreement to the CORPORATION.

C. The execution of this Agreement by the CORPORATION shall obligate the CORPORATION to

comply with the foregoing indemnification provision, however, the collateral obligation of providing insurance must be complied with as set forth in Section 6. Insurance. Nothing in this agreement shall be construed to affect in any way the TOWN'S rights, privileges, and immunities as set forth in Florida Statutes 768.28.

7.02 PATENT AND COPYRIGHT INDEMNIFICATION: The CORPORATION agrees to indemnify, defend, save and hold harmless the TOWN, its officers, agents and employees, from all claims, damages, losses, liabilities and expenses arising out of any alleged infringement of copyrights, patent rights and/or the unauthorized or unlicensed use of any material, property or other work in connection with the performance of the Agreement.

## Section 8. TERMINATION AND DEFAULT

8.01 In the event CORPORATION shall default in any of the terms, obligations, restrictions or conditions of the Proposal documents, TOWN shall give written notice by certified mail, return receipt requested to CORPORATION of default and that such default shall be corrected or actions taken to correct such default shall be commenced within ten (10) calendar days thereof. In the event CORPORATION has failed to correct the conditions of default or the default is not remedied to the satisfaction and approval of TOWN, TOWN shall have all legal remedies available to it, including, but not limited to termination of this Agreement in which case the CORPORATION shall be liable for all procurement and reprocurement costs and any and all damages permitted by law arising from the default and breach of this Agreement.

8.02 TOWN shall have the right to terminate the Agreement, without cause, by giving written notice to CORPORATION of such termination and specifying the effective date thereof, at least thirty (30) calendar days prior to the effective date of termination.

## Section 9. RECORDS AND AUDIT

9.01 TOWN reserves the right to audit the records of CORPORATION relating to this project at any time during the performance and term of the Agreement and for a period of three (3) years after completion and acceptance by TOWN. If required by TOWN, CORPORATION shall agree to submit to an audit by an independent certified public accountant selected by TOWN, at the Town's expense. CORPORATION shall allow TOWN to inspect, examine and review the records of CORPORATION at any and all times during normal business hours during the term of this Agreement.

## Section 10. INDEPENDENT CONTRACTOR

10.01 It is understood and agreed that CORPORATION is and shall remain an independent contractor with respect to the services being performed by CORPORATION pursuant to this Agreement and shall not, for any purpose, be deemed an employee of TOWN.

## Section 11. CONFLICT OF INTEREST

11.01 CORPORATION covenants that no person under its employ who presently exercises any functions or responsibilities in connection with this Agreement has any personal financial interests, direct or indirect, with TOWN. CORPORATION further covenants that, in the performance of this Agreement, no person having such conflicting interest shall be employed. Any such interests, on the part of CORPORATION or its employees, must be disclosed in writing

to TOWN.

11.02 CORPORATION is aware of the conflict of interest laws of Broward County and the State of Florida, Chapter 112, Florida Statutes (1993), as amended, and agrees that it will fully comply in all respects with the terms of said laws.

11.03 CORPORATION warrants that it has not employed or retained any person employed by TOWN to solicit or secure this Agreement and that it has not offered to pay, paid, or agreed to pay, any public official or person employed by TOWN any fee, commission, percentage, brokerage fee or gift of any kind, contingent upon or resulting from the award of his privilege.

#### Section 12. ASSIGNMENT

12.01 This is a personal services Agreement whereby TOWN has expressly retained CORPORATION. This Agreement is not assignable or transferable in whole or in part without the prior expressed written consent of the TOWN which consent can be arbitrarily withheld.

#### Section 13. COMPLIANCE WITH LAWS

13.01 CORPORATION shall comply with all statutes, laws, ordinances, rules, regulations and lawful orders of the United States of America, State of Florida, Town of Davie and of any other public authority which may be applicable to this Agreement.

#### Section 14. VENUE

14.01 Any claim, objection or dispute arising out of the terms of this Agreement shall be litigated in the Seventeenth Judicial Circuit in and for Broward County, Florida and the prevailing party to any resultant judgment shall be entitled to an award of all reasonable attorney's fees, paralegal expenses, interest and court costs incurred by such prevailing party against the losing party including reasonable appellant attorney's fees, interest and taxable costs.

#### Section 15. GOVERNING LAW

15.01 The validity, construction and effect of this agreement shall be governed by the laws of the State of Florida.

#### Section 16. INSOLVENCY

16.01 In the event that either party shall become insolvent, make a general assignment for the benefit of creditors, suffer or permit the appointment of a receiver for its business or its assets or shall avail itself of, or become subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or the protection of rights of creditors, or become subject to rehabilitation, then, at the option of the other party and immediately upon written notice, this Agreement shall terminate and be of no further force and effect.

#### Section 17. ENTIRE AGREEMENT

17.01 This Agreement contains the entire understanding of the parties relating to the subject matter hereof superseding all prior communications between the parties, whether oral or written, and this Agreement may not be altered, amended, modified or otherwise changed nor may any of the terms hereof be waived, except by a written instrument executed by both parties. The failure of a party to seek redress for violation of or to insist on strict performance of any of the covenants of this Agreement shall not be construed as a waiver or relinquishment for the future of



any covenant, term, condition or election but the same shall continue and remain in full force and effect.

Section 18. SEVERABILITY

18.01 Should any part, term or provision of this Agreement be by the courts decided to be illegal or in Conflict with any law of the State, the validity of the remaining portions or provisions shall not be affected thereby.

Section 19. NOTICES

19 . 01 All notices or other communications required by this Agreement shall be in writing and deemed delivered upon mailing by certified mail, return receipt requested, to the following persons and addresses unless otherwise specified herein:

TOWN:

Town of Davie  
6591 Orange Drive  
Davie, Florida 33314  
Attn: Mark Kutney

CORPORATION:

Florida Stewardship Foundation  
One Park place  
Suite 240  
621 NW 53rd Street  
Boca Raton, FL 33487  
Attn: Craig Evans

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day first written above, in two (2) counterparts, each of which shall without proof or accounting for the other counterpart be deemed an original Contract.

Witness:

\_\_\_\_\_  
Corporation

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BY

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date:

OWNER

Town of Davie, a Florida  
Municipal Corporation

ATTEST:

\_\_\_\_\_  
Russell Muniz  
Town Clerk

\_\_\_\_\_  
Harry Venis  
Mayor

(Seal)

\_\_\_\_\_  
Thomas J. Willi  
Town Administrator

APPROVED AS TO FORM AND  
CORRECTNESS:

DATE:

\_\_\_\_\_  
Monroe Kiar  
Town Attorney  
Town of Davie

**Exhibit "A"**

## *Florida Stewardship Foundation*

\_\_\_\_\_  
One Park Place, Suite 240, 621 N.W. 53<sup>rd</sup> Street, Boca Raton, Florida 33487  
Phone: (561) 995-1474 FAX: (561) 995-1475 Email: [info@fl-stewardship.com](mailto:info@fl-stewardship.com)  
Internet sites: <http://fl-stewardship.com>, <http://us-farm.com> & <http://privatelands.org>  
Contact: Craig Evans, President, cell phone (561) 289-9690

### *A Proposal*

Tools to assist Davie in maintaining its community character and semi-rural lifestyle while accommodating new development.

**Services available:**

1. Meet with landowners, developers, business owners and town officials to better understand the needs of the community, the options available and the desires being expressed by different interest groups.
2. Prepare materials for review by these interest groups and for presentation at workshops.
3. Run facilitated group discussions.
4. Help community develop preservation strategies.
5. Train staff in ways to:
  - Implement preservation strategies and
  - Assist landowners in applying for (and qualifying) for existing programs

**Information that can be assembled:**

1. List of existing programs (federal, state, regional, private) to:
  - Preserve open space
  - Pay landowners to provide environmental services
  - Maintain rural character
1. List of programs for which Davie could qualify
2. List of programs now being implemented in law that may be of use to Davie
3. “Creative strategies” and “options” being used by other communities that Davie could consider
4. Descriptions of level of commitment required by town to implement these programs
5. Description of level of commitment required by landowners to implement preservation strategies agreed to by community.

**Possible Approach:**

1. Tour community with planning official to relate land use map to physical characteristics on the ground and obtain background on needs, issues and options (2 hours).
2. Meet with landowners to discuss their perspective of the community’s needs, issues and options (2 hours).
3. Participate in community workshop to explore needs and options (8 hours preparation, 8 hours participation).
4. Define list of needs and options to address key issues (4-8 hours)
5. Assist Davie in assembling menu of programs to offer landowners (40 hours)

- Existing private programs
- Programs that can be implemented through local initiative

**Rates:**

Hourly rate: \$125 hour

Daily rate: \$1000 day plus expenses